

JANUARY 16, 2013 – NOTES OF ACTION TAKEN BY THE SEVIER SCHOOL DISTRICT BOARD OF EDUCATION AT A MEETING HELD ON JANUARY 16, 2013, AT 3:00 PM IN THE SEVIER SCHOOL DISTRICT OFFICE.

In attendance were President Clint Johnson, Vice President Jack Hansen, members Tom Hales, Don Naser, and Richard Orr, as were Superintendent Myron Mickelsen, Assistant Superintendent Gail Albrecht, Business Administrator Patrick D. Wilson, and Secretary Jodi Prisbrey, sitting in for Executive Secretary Patricia Sanchez, who was excused.

Mr. Naser arrived to the meeting at 3:45 p.m. and Mr. Hansen at 3:50 p.m.

Also in attendance were secretary Mavanee Loftus, Student Learning Director Cade Douglas, teachers Kathryn Robinson and Gaylene Dobish, patrons Colleen Graf and Misti Rooks, and student Delanie Dobish.

President Johnson welcomed everyone to the meeting.

Jodi Prisbrey offered the reverence and led the group in the Pledge of Allegiance.

ITEM #2. – BOARD INAUGURATION, BOARD ELECTIONS, AND COMMITTEE ASSIGNMENTS. President Clint Johnson administered the Oath of Office to Business Administrator Patrick D. Wilson for a two-year appointment as the Business Administrator.

Business Administrator Patrick D. Wilson administered the Oath of Office to newly elected Board members Clint Johnson and Tom Hales for a four-year term.

Board member Tom Hales was recognized for the award he received at the USBA Convention on January 22, 2013, for his 20 years of distinguished service as a School Board member.

**A motion was made by Jack Hansen and seconded by Richard Orr to nominate and elect Clint Johnson as Board President and to leave the committee assignments as is and add Don Naser to the Audit Committee. Motion passed unanimously.**

**A motion was made by Don Naser and seconded by Tom Hales to nominate and elect Jack Hansen as Board Vice President. Motion passed unanimously.**

Committee assignments were moved to the end of the agenda. There was discussion in regards to whether the Snow College ATE Advisory and the SVC Advisory Committees were in existence. Assignments were made as follows:

Snow College ATE Advisory Committee	Don Naser
Auditing Committee	Clint Johnson/Rick Orr/Don Naser
USBA Risk Management	Patrick Wilson
USBA Delegate Assembly	Tom Hales
School Properties Board of Directors	Jack Hansen
Redevelopment Committee	Patrick Wilson/Jack Hansen
Sevier Valley Center Advisory Committee	Tom Hales

ITEM #3. – CONSENT AGENDA. President Johnson called for a motion to add addendum item #3.I., Request for Out-of-State Travel, to the consent agenda.

**A motion was made by Richard Orr and seconded by Tom Hales to add addendum #3.I., Request for Out-of-State Travel, to the consent agenda. Motion passed unanimously.**

Mr. Hales asked that item #3.E., 2013-14 School Year Calendar be tabled until the February meeting, due to some questions from patrons.

**A motion was made by Tom Hales and seconded by Richard Orr to table the 2013-14 school year calendar until the February meeting. Motion passed unanimously.**

Mr. Orr asked if the Acceptable Use Policy for Internet and Network Access included wording about employees and students who are given devices, having no expectation of privacy. Mr. Wilson explained that there is also an iPad/personal device policy that NSHS is using and the District plans to make some changes to it for services provided by the District through the Internet and networks. The District has an iPad policy that would need to be more of a device policy and clarify that there would be no privacy. There is another part in the policy that would need addressing, which is the privacy issue for those individuals who bring their own devices and access the District's wireless network. Also, all devices provided by the District need to be void of personal items and non-academic applications. Computer/device 'scrubbing' would also be considered as violating the policy and would be considered grounds for termination. Mr. Wilson stated that the next policy would be much more restrictive.

President Johnson called for objections on the consent agenda. Since there were no objections, the consent agenda received Board approval.

ITEM #3.A. – APPROVAL OF MINUTES. Minutes from the December 12, 2012, Board Work Session, Board Meeting, and Closed Meeting were approved.

ITEM #3.B. – REVISED POLICIES #2290 & #3065, ACCEPTABLE USE POLICY FOR INTERNET & NETWORK ACCESS – SECOND READING. The revised policies received second reading approval.

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ITEM #3.C. – APPROVAL OF EMPLOYEES. The following individuals were approved for employment: **Angie Card** as a science/girls PE teacher at South Sevier Middle; **Kayla Bagley** as a half-day kindergarten teacher at Salina Elementary; **Candace Torgerson** as an instructional assistant at Salina Elementary; **Maranda Shaw** as an instructional assistant at Salina Elementary; **April Bagley** as an instructional assistant at Monroe Elementary (*one year only*), and **Kathy Heath** as a special needs non-location instructional assistant (*one year only*).

ITEM #3.D. – SCHOOL RECOGNITION. The Utah State Office of Education announced that Pahvant Elementary was a recipient of the 2012 Utah High Progress Title I Schools Recognition. This recognition is provided to Utah Title I schools that are able to demonstrate high levels of student achievement.

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**ITEM #3.E. – 2013-14 SCHOOL YEAR CALENDAR – SECOND READING.** The proposed 2013-14 school year calendar was tabled until the February Board meeting.

**ITEM #3.F. – STUDENT RECOGNITION.** Students were recognized and congratulated on their achievements. A letter of congratulations will be sent to each student. These students were inadvertently left off of the November 2012 agenda.

**Richfield High School:** Allison Jeffery & Lydia Foster – 1<sup>st</sup> & 2<sup>nd</sup> Cross Country All-State Teams

**ITEM #3.G.1. – REQUEST FOR OUT-OF-STATE TRAVEL.** South Sevier High School teacher/coach Weston Zabriskie received approval for him and four assistant coaches, Shawn Lindsay, Nate Mecham, Spencer Lindsay, and Riley Lindsay, to attend the *Nike Coach of the Year Clinic* in Las Vegas, Nevada on February 15-17, 2013. All expenses, including transportation, will be paid from school funds.

**ITEM #3.G.2. – REQUEST FOR OUT-OF-STATE TRAVEL.** Richfield High School teacher/coach Corey Morrison received approval for him and six assistant coaches, Gabe Miller, Dave Clark, Jerry Thomas, Mike Carter, David Singleton, and Steve Peterson to attend the *Glazier Football Clinic* in Las Vegas, Nevada on February 21-23, 2013. All expenses, including transportation, will be paid from school funds.

**ITEM #3.H. – FINANCIAL SUMMARY.** The financial summary for the period ending December 31, 2012, was approved as well as the list of checks issued in December 2012.

**ITEM #3.I. – ADENDUM – REQUEST FOR OUT-OF-STATE TRAVEL.** Cedar Ridge High School Principal George Chappell, under the direction of Cade Douglas, received approval to attend the *National Alternative Education Association* convention in Atlanta, Georgia on February 6-8, 2013. Mr. Douglas obtained a grant from the USOE that will pay all expenses.

**ITEM #4. – PATRON DIALOGUE.** Patron Colleen Graf addressed the Board on behalf of some mothers who had contacted her, as well as some of the teachers, in regards to the proposed dates for spring recess on the 2013-14 school year calendar. She inquired about the reason spring recess was not scheduled in coordination with the Easter holiday as in the past. She expressed that they didn't want spring recess and Easter to be separated because it was easiest for families; parents really don't want to pull their students out of school two times. Mrs. Graf expressed appreciation for the opportunity to address the Board.

Superintendent Mickelsen explained that President Wyatt from Snow College asked all of the seven districts served by Snow College to try and schedule spring recess consistent year after year with the college schedule. Because in not matching the college's schedule, the high school students have two days with no where to be, as far as the high schools are concerned. Superintendent polled some of the other superintendents and it appeared that most of them were going to comply with the request.

President Johnson told Mrs. Graf that the calendar had been tabled until the February Board meeting for further discussion.

**Board elections took place at this point of the meeting. See item #2 for information.**

ITEM #5.A. – DISCUSSION – ITEMS FROM THE BOARD. The following items were discussed:

- USB Convention highlights: President Johnson congratulated Mr. Orr on his election to the UHSAA Board of Trustees and commented that this was real plus for Sevier District.

Mr. Orr stated that he enjoyed a lot of the breakout sessions and asked about the District's safety plan for threats of violence. Mr. Wilson explained that the District has an emergency response plan that includes the new law and stated that it would be discussed with principals and updated in the near future. The plan encompasses things such as shelter in place, lock-down, evacuation, and will guide them through the process. It talks about accountability of students, green and red cards, and emergency buckets. The District provides tabletop exercises with principals and they in turn are to do those with their schools. There is a requirement under the law that schools are to perform four fire drills per year in the secondary schools and nine drills in the elementary schools. Each school is also required to conduct one emergency response drill.

Mr. Wilson reported that the District had also met with law enforcement to discuss the gun control issue similar to what Attorney Brinton Burbidge talked about during his presentation on legal issues at the convention. The District is actively engaged in safety issues. Superintendent Mickelsen stated that when a student has been involved in a crime, the District is not notified by law enforcement but instead sent a written notification by the courts.

Mr. Orr commented that he thought the session on School Finance 101 was very good; however, he felt that no one does it to the extent or does a better job than Mr. Wilson. He also mentioned that society is moving into an ever-widening pool of technology, yet, it's the information received that is most important. One great comment at the convention was, "we must change our environment to allow our students to learn on their own and to find out what is really true." Another presenter stated that schools needed to spend more time teaching values and morals.

**Patron Dialogue was addressed at this point in the meeting. See item #4 for information.**

Mr. Naser felt the convention was very good and had some interesting sessions. He commented on the legal issues session about guns and concealed weapons permits and stated that this was not a simple yes or no, black or white issue. He mentioned policies with students and cell phones and what they are doing with them, and how they can become the lawbreaker and victim in the same moment. There are a lot of challenges ahead of us.

Mr. Naser mentioned a session about books and the things that are available online compared to a regular book. Books are available online at a lower cost than a regular book. Tablets can hold all of your books and you can have them with you all the time.

- NSBA convention travel: Board members were asked to let the District know if they were planning on driving or flying to the convention so that travel arrangements could be made. All agreed with whatever method was the most economical for the District.

ITEM 5.B. – DISCUSSION – ITEMS FROM ADMINISTRATION. The following items were discussed:

**Items from Superintendent Mickelsen**

- Superintendent briefly talked about assessment and professional development. These items will be discussed in the next principals meeting.
- Superintendent commented on Mr. Orr's election to the UHSAA Board of Trustees. The UHSAA has the 2A-3A boys & girls state basketball tournament scheduled at SUU; however, a conflict occurred so they are going to have some of the games in the annex on their campus as well as at Canyon View High School. SVC director Joseph Anderson contacted the UHSAA and offered to accommodate them and adjust the SVC schedule; they rejected the offer.
- Superintendent reported that he had visited with one of the principals and stated that they have seen an increase in the presence of law enforcement around the school. Law enforcement has responded to the request of the District to show more of a presence in the schools.
- Spring Recess: Superintendent reported that the District had received responses from two schools and the information was discussed in the last principals meeting. One school agreed with Mrs. Graf on having the break coordinate with the Easter holiday. Another school wasn't too concerned about spring recess but more concerned about the fall recess in regards to sports activities.

**Items from Gail Albrecht**

- District Annual Measurable Achievement Objectives AMAO Report: Mrs. Albrecht explained that this is under Title III of No Child Left Behind, and that districts receive some funding for students who don't speak English as their first language, English Language Learners (ELL). In Sevier District, it is largely Spanish students, however, there are some Japanese & Chinese speakers. The AMAO report is a required report that comes out every year after assessments are taken. Under the law, the District is required to notify parents if the District didn't make all three areas, which are progress, proficiency, and CRT Targets. The District made the first two but didn't meet the Language Arts target of the third, which needed to be 78 percent and the District's score was 51 percent. A letter was prepared and sent to parents. Mrs. Albrecht received an email that there may have been an error in the calculation, but the letter had been sent out already.

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- Indian Education Policies and Procedures: Mrs. Albrecht explained that she and Superintendent Mickelsen are required to sign the compliance statement, which has four requirements. The District has an Indian committee made up of valley parents who are Indian and who have students in the schools. The committee serves two purposes, one being the format for Title VII, which is used for cultural as well as academics pursuits for Indian students, and the other regarding the Richfield Residential Hall (RRH) and ISEP. The policy requirement is to give parents the opportunity to give input. The committee consists of five members who are elected from among their community. They come up with their own activities and are made aware of the District's activities and are given the opportunity for input. Recently, Mr. Douglas met with the committee and explained the District's five initiatives and achievement profile. They appeared pleased and excited to receive the information.

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- Orchestra proposal update: Mrs. Albrecht reported that she had met with Mrs. Larsen and Mrs. Foster and explained to them that Boards are to establish policy, approve budgets, approve

employees, see that graduation requirements are met, and grant diplomas, but they do not require or mandate what the schools do in terms of electives. She explained to them that orchestra may be a great idea and may fit well into a school but that the proper place to have that established was at the school level and not the district level. A copy of the materials was given to the secondary principals with a note explaining that this is a movement they may want to give consideration to.

- Mrs. Albrecht told the Board that at the next principals meeting, they would inform them that the District is working on a draft set of suicide prevention protocol. Suicide is an ongoing concern and the District wants to make sure that our process/protocol is a good one. She explained that the USOE requires teachers to have two hours of suicide prevention training. The USOE has placed a one hour video on their website for suicide prevention training and districts are to come up with information for the second hour to meet the requirement. Sevier District will provide the second hour of suicide prevention training during the last week in January in three different locations throughout the county.

#### **Items from *Pat Wilson***

- Construction projects:

Mr. Wilson reported that the warehouse office walls are framed, insulated, sheet rocked and ready to be painted. The maintenance crew has completed the electrical and plumbing. The project has been a little slow due to the weather but is progressing well.

Mr. Wilson explained that the SSHS announcer's booth is scheduled to be replaced and that there is a new state bid available for any project under \$200,000. A bid would be available through the winning contractor in our region, which is Oakland Construction. The District is not required to use this company but could use their bid as a comparative bid. The plan is to have the announcer's booth completed before spring.

- Mr. Wilson reminded the Board of the Legislative "Day on the Hill" scheduled for Thursday, January 31, at 9:00 a.m. He asked the group who would be interested in attending so that meal and travel arrangements could be made. Mr. Hales felt that it was a good opportunity for someone who has never attended the legislature to see the process and procedures for law development and changes. Mr. Wilson and Superintendent Mickelsen encouraged Board members to attend the one-on-one meetings with legislators on Thursday afternoons and then stay and attend the rural caucus meeting on Friday. This has proved to be very effective in the past.

- Ten-Year Building Committee update: Mr. Wilson reported that all of the school site visits had been completed and the committee will meet on January 17 to begin the dialogue of the prioritization of the projects, discuss funding and bonding, and programmatic issues with the CTE programs. The committee will make a presentation to the Board on February 27 at 5:30 p.m.

- Mr. Wilson suggested having a work session around 12 Noon, prior to the regular Board meeting on February 27, to provide the required annual training on School Community Councils and also complete the Open Meeting Law requirement, which is done on the Master Boards PowerUp program. We will have the logins and passwords available at the work session.

- Mr. Wilson informed the group that staffing meetings with individual principals was scheduled for February 6. Student enrollment counts, projections, and staff allocations for their schools will be discussed. The District has actually stayed fairly consistent in enrollment

numbers. There are some very large grades in some of the schools and as they leave that school and go to another school, it creates turmoil for the school they're leaving because they now lose staff; however, it creates an opportunity for the school they are going into to hire additional staff.

- The District's annual retirement dinner was set for Wednesday, May 1 at 6:00 p.m.

**ITEM #6. – CLOSED MEETING.** A motion was made at 4:14 p.m. by Clint Johnson and seconded by Tom Hales to take a break and go into the Closed Meeting to discuss the character, professional competence, or physical or mental health of an individual(s) and litigation. Voting went as follows: yes – Clint Johnson, Jack Hansen, Tom Hales, Don Naser, and Richard Orr. Motion passed.

In attendance were President Clint Johnson, Vice President Jack Hansen, members Tom Hales, Don Naser, and Richard Orr, as were Superintendent Myron Mickelsen, Assistant Superintendent Gail Albrecht, Business Administrator Patrick D. Wilson, and Secretary Jodi Prisbrey, sitting in for Executive Secretary Patricia Sanchez, who was excused.

**A motion was made at 4:50 p.m. by Tom Hales and seconded by Jack Hansen to go out of a Closed Meeting. Voting went as follows: yes – Clint Johnson, Jack Hansen, Tom Hales, Don Naser, and Richard Orr. Motion passed unanimously.**

**Board elections were completed and committee assignments made. See election results and committee assignments under Item #2.**

There was further discussion in regards to the 2013-14 calendar dates for spring recess. The proposed calendar indicated that the dates of spring recess were in coordination with Snow College Richfield's spring break instead of the traditional dates prior to the Easter holiday. This item will be placed on the February meeting agenda for second reading approval.

**ITEM #7. – ACTION ITEMS.** A motion was made by Jack Hansen and seconded by Richard Orr to schedule a work session for 12 Noon on Wednesday, February 27, 2013. Motion passed unanimously.

**A motion was made at 5:13 p.m. by Tom Hales and seconded by Richard Orr to adjourn the meeting. Motion passed unanimously.**

*I certify that upon motion duly made, seconded and passed, the Board of Education of the Sevier School District approved the foregoing minutes on the 27<sup>th</sup> day of February 2013. I further certify that a quorum of the Board was present on both the day covered by these minutes and the day of approval.*

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*Patrick Wilson, Business Administrator*